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Approved For Release 2004/10/28 : CIA-RDP81M00980R000200030035-9

OLC 78-1663
18 April 1978

Guidelines

MEMORANDUM FOR: [REDACTED]
Acting Legislative Counsel
FROM : [REDACTED]
OLC/C&R
SUBJECT : Conduct of Business With HSCA

1. Herewith are our general operating procedures for dealing with the House Select Committee on Assassinations. These procedures evolve from a basic Memorandum of Understanding and Nondisclosure Agreement between the Chairman, HSCA and DCI. The Memorandum of Understanding was modified recently to expand access to unexpurgated files. Each Committee investigator who is granted such expanded access also executes an additional level of Nondisclosure Agreement. Copies of these basic agreements are attached.

2. Basic procedures are:

A. All HSCA requests are in writing - unclassified.

B. Material in response to HSCA requests is made available for review at Headquarters by the originating office which also removes third agency material.

C. Notes taken from CIA material during review are developed into "summary reports" by HSCA investigators at Headquarters.

D. "Summary reports" are sanitized, classified and transmitted to HSCA.

E. Original notes are retained at Headquarters.

F. Interviews with current employees are conducted at Headquarters with all interview notes subject to review/sanitization as above.

G. Henceforth, Agency employees will be deposed by HSCA investigators at Headquarters vice testifying before the Committee.

3. Public hearings are contemplated for September.

4. Final report by the HSCA will be submitted to Agency for review prior to publishing.

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5. To date, over 120 HSCA investigators are cleared for access to CIA files. Of these, 28 have signed the "expanded-access Nondisclosure Agreement." To date, the Committee has requested access to files on [redacted] DDO has the largest number of files ready for HSCA review [redacted] Approximately [redacted] of these have already been read by investigators. A majority of DDO files are [redacted]

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Attachment:
As Stated

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